

**HAWORTH BOARD OF EDUCATION
HAWORTH, NEW JERSEY 07641
MINUTES
December 15, 2014**

I. CALL TO ORDER – 7:32 p.m.

II. FLAG SALUTE

III. SUNSHINE LAW STATEMENT

All requirements of the Open Public Business Meetings Law have been met for this meeting of the Board of Education of the Borough of Haworth. On November 24, 2014 advance written notice was emailed to **The Suburbanite and The Record**, filed with the Borough Clerk, posted on the school website and forwarded to the Presidents of the Home and School Association and Teachers Association, and all persons requesting such notice.

IV. MISSION STATEMENT

The Haworth Public School District, a safe and nurturing small school environment, in partnership with our community, is dedicated to providing every student with educational excellence through a comprehensive, innovative and rigorous curriculum that fosters productive and responsible life-long learners in a global society. Adopted—May 28, 2013.

V. ROLL CALL: Mr. Jeff Ashkenase
Mrs. Nicole Brennan
Mrs. Michele DiIorgi
Mrs. Mary Anne Doran
Mr. Matthew Gilbert
Mrs. Anna Reduce, Vice President
Mr. Warren Sutnick, President

Ms. Jennifer Montesano, Superintendent/Board Secretary

VI. OPEN TO THE PUBLIC ON AGENDA ITEMS ONLY

The Board is interested in hearing your comments. In order to ensure that everyone has the opportunity to speak, we are asking that you speak once and limit your comments to three minutes. We further ask that all comments be directed to the Board. We recognize that everyone has the freedom to speak but advise you that anything said in public may have legal ramifications. There is no protection regarding statements made by the public. Please state your name before you begin.

VII. CLOSE THE PUBLIC PORTION

VIII. SUPERINTENDENT'S/BOARD PRESIDENT'S REPORTS

- Enrollment for December 2014

- HIB/Incident Report to date – Mr. Wolford
- Recognition of the 2014 Northern Valley Soccer League U-12 World Cup Champion Soccer Team – Ms. Montesano
- Kids with Character Award Presentation – criteria for the month of November is Respect. For November the following children have been chosen:
 - Kindergarten – Jeremy Kent and Sheridan Wertz
 - 1st – Sahaj Jani and Casey Ashkenase
 - 2nd – Christian Marchisio and Liz Zhang
 - 3rd – Teddy Gatanas and Syrena Sayid
 - 4th – Matthew Ruocco and Skye Taylor
 - 5th – Brayan Vervoordt and Lora Bednarek
 - 6th – Alec Samperi and Emma Lau
 - 7th – Miles Chamberlain and Dilana Kocak
 - 8th – Nicholas Volpe and Ava Panetto
- Recognition of Mayor John DiRienzo for his dedication to the children of Haworth.
- Presentation of the Audit by John J. Mooney, CPA from Nisivoccia, LLP.

IX. MINUTES

- a. Approval of meeting minutes from November 18, 2014.

N. Brennan Moved, A. Reduce Seconded
Roll Call: 7/0

X. PROGRAM AND PERSONNEL

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Michele Breakfield as a part time classroom aide at an annual salary of \$20,500, not benefit eligible.
- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Jaime Firestone as a substitute teacher for the 2014-15 school year.
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the annual membership dues for Jacquelynn Duquette for the Bergen County Consortium for Teachers of the Gifted at a cost of \$60.
- d. Upon the recommendation of the Superintendent, the Haworth Board of Education

approves the 3rd grade field trip to the Museum of Natural History in New York City on January 29, 2015, at a cost of \$15.50 per student, plus bus fee. Lesley Carboneri and Maria DiCarlantonio, trip coordinators.

- e. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Houghton Mifflin Harcourt Go Math Parent University presentation at a cost of \$2,800.
- f. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Nursing Services Plan for the 2014-2015 school year. (Attachment)
- g. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Rutgers University graduate level courses for Richard Pasciuto (no reimbursement is requested):
 - Social Work Practice II (3 credits)
 - Field Work Practicum II (3 credits)
 - Human Behavior and the Social Environment: Violence (3 credits)
- h. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Maternity Leave of Absence Resolution for Kerry-Ann Hoy, as per attachment.
- i. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Kristi Giambona as a substitute lunch aide at \$17.50 per session and substitute after school care worker at \$25.00 per hour for the 2014-2015 school year.
- j. Upon the recommendation of the Superintendent, the Haworth Board of Education approves Sue Welzer as Maternity Leave replacement for Cynthia Talty, 5th grade teacher, to be effective January 9, 2015 through April 14, 2015, at a salary of \$46,176 (B.A., Step 1), benefit eligible.
- k. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Maternity Leave of Absence Resolution for Alicia Kosakowski, as per attachment.
- l. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the following Rutgers University graduate level course for Nancy Polifroni (no reimbursement is requested):
 - School Nurse Practicum (3 credits)

A. Reduce: Is the new aide Michele Breakfield the same person that worked as a receptionist in the office here last year?

J. Montesano: Yes.

A. Reduce Moved, M. Doran Seconded
Roll Call: 7/0

XI. FINANCE

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the bills for the period of November 1, 2014 to November 30, 2014 which had previously been approved by the various committees be approved and payment made through the Valley National Bank from funds in the appropriate accounts as follows:

Payroll	\$ 478,603.95
Fund (10, 20, 40, 50)	\$ 228,343.94
Fund (30)	\$ 11,798.01

- b. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Report of Board Secretary, Report of the Treasurer, and the Report of Monthly Transfers for the month of November, 2014. (Attachment)
- c. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the Bills and Claims for the month of November, 2014. (Attachment)

J. Ashkenase: During our committee meeting we had a lengthy discussion about archive storage and records retention and some of the issues we have. Pat is going to look into the cost of digitizing records. We had a general discussion about the budget and the budget process and the need to understand the kinds of things we want to spend money on and prioritizing those expenses. Pat mentioned we do have a declining enrollment so that will impact our state aid. We will be getting the bids for the HVAC this coming Friday and we will get a sense if it is something we can afford with this years budget.

M. DiIorgi: If we move to digitizing our records, will we be moving the originals to an off sight storage facility?

J. Montesano: I will discuss that with Pat.

J. Ahkenase Moved, M. Gilbert Seconded
Roll Call: 7/0

XII. FACILITY

XIII. POLICY

- a. Upon the recommendation of the Superintendent, the Haworth Board of Education approves the second reading of the following policy:
5111 - Admission

N. Brennan: The change in this policy is primarily the change in the criteria for a student going into grade one. Basically if a child is coming from an outside kindergarten that there is an option to enter into grade one. It is really just a minor change to the policy.

N. Brennan Moved, M. DiIorgi Seconded
Roll Call: 7/0

XIV. COMMITTEE REPORTS

Finance
Facilities
Policy
Program/Personnel
BCSBA/NJSB
Joint Boards
Public Relations
Haworth Home & School Association
Northern Valley Regional HS/
NV Educational Foundation
Legislative Chairperson
Senior Citizens Liaison
Town Council Liaison
Negotiations

J. Ashkenase: What is the private tutoring policy?

J. Montesano: Our current tutoring policy states that a teacher cannot tutor a student who is in their class or a grade above or below. The policy committee met and discussed the parameters of the policy and we discussed ideas about how to make changes. We decided to keep the policy as is for now as we feel it is a solid policy that it is working well.

W. Sutnick: What about siblings?

N. Brennan: Yes, I think that is an issue but in a community this small we felt that would be too restrictive. We decided to reach the middle ground and keep the policy and not make it more restrictive.

J. Ashkenase: Do the parents and teachers know about this policy?

J. Montesano: It is a staff policy. The staff is aware of the policy and it is in their handbook.

XV. Open to the Public on any item – 8:10 p.m.

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Anthony Volpe the Haworth Town Council Liaison for the public:

A. Volpe: Can the borough get a copy of the audit.

W. Sutnick: Yes.

A. Volpe: On the declining enrollment, are there any numbers?

J. Ashkenase: It's not that much, a minor decline.

A. Reduce: There was a predicted decline and all of the schools in the Northern Valley are experiencing it.

XVI. OLD BUSINESS

XVII. NEW BUSINESS

XVIII. CLOSED SESSION 8:12 p.m.

M. Doran Moved, N. Brennan Seconded

Roll Call: 7/0

WHEREAS the following subject is not appropriate to be discussed in a public meeting and is within the exemptions which may be discussed and acted upon and,

WHEREAS only the following subject shall be discussed in private recess by the Board and the minutes made available to the public as soon as the reason for exemption no longer exists, it is therefore,

BE IT RESOLVED at the Public Meeting of the Borough of Haworth Board of Education on this day Monday, December 15, 2014, pursuant to Sections 7 & 8 of the Open Public Meetings Act, the following subject shall be discussed in a session of the Board closed to the public:
Please be advised that the Board will be going into executive session for approximately a half hour to discuss personnel. Action will not be taken in public after the executive session.

XIV. MOTION TO RECONVENE INTO PUBLIC SESSION at 9:08 p.m.

W. Sutnick Moved, M. Gilbert Seconded

Roll Call: 7/0

XX. MOTION TO ADJOURN.

W. Sutnick Moved, M. Doran Seconded
Roll Call: 7/0

ADJOURNMENT 9:10 p.m.

Warren Sutnick, President
Haworth Board of Education

Jennifer Montesano
Superintendent/Board Secretary